

Joint Operating Committee

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REGULAR MEETING OF WESTERN MONTGOMERY CAREER & TECHNOLOGY CENTER

Monday, May 6, 2024

7:00 PM in the Board Room

AGENDA

1. Call to Order

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Executive Meeting

2. Approval Minutes from 4/8/2024

- A. Approval of JOC Minutes of April 8, 2024 Meeting. ([Attachment A](#))

Motion by _____, seconded by _____ to approve the JOC Meeting Minutes from 4/8/2024.

3. Presentations

- A. Award Winners

4. Public Comment to Address Agenda Items Only

5. Discussion Topics

- A. Budget 2024-2025 School year ([Attachment - Discussion](#))

- 1. Scenario 1- Base Increase
- 2. Scenario 2- Base Increase + Safety (\$50,000)
- 3. Scenario 3- Base Increase + Assistant Principal
- 4. Scenario 4- Base Increase + Safety (\$50,000) + Assistant Principal

6. WMCTC Reports

- A. Administrative Reports

- 1. Administrative Director (Mr. David Livengood)
- 2. Business Manager (Mrs. Donna Wilson)
- 3. Principal (Mr. Craig Robinson)

B. Important Dates

- | | |
|-----------|--|
| 1. May 22 | Senior Award Ceremony |
| 2. May 27 | School Closed/Holiday |
| 3. May 29 | New Student Orientation |
| 4. June 3 | JOC Meeting at 7:00 pm |
| 5. June 6 | Last Student Day |
| 6. June 7 | In-Service Day, Last Teacher Day,
Trade-Off Day |

7. Additional Reports

- A. Superintendent of Record (Mr. Robert Rizzo)
- B. Solicitor's Report (Mr. Marc Davis, Esq.)
- C. Board Secretary's Report (Mr. JP Prego)
- D. Other Advisory Groups
 - 1. Personnel - Erica Hermans, Jay Strunk, Keith McCarrick
 - 2. Policy - Patti Grimm, Heidi Goldsmith, Sarah Beiber
 - 3. Facilities - JP Prego, Karen Weingarten, Charles Nippert
- E. Student Awards
 - 1. NTHS Inductees ([Attachment B](#))
 - 2. C-CAP ([Attachment B1](#))

8. Personnel

- A. Resignation
 - 1. Effective immediately, a letter of resignation was received on April 22, 2024, from Mrs. Rebecca Tomlinson (Part-time Early Childhood Aid).
- B. Benefits
 - 1. The administration recommends adding Aspire as an authorized investment provider for our 403(b) plan. ([Attachment C](#))
- C. FMLA
 - 1. The administration recommends that the requested FMLA for Mrs. Cindy Prindle be approved from April 15, 2024, to June 9, 2024.
- D. Compensation Plans
 - 1. The administration recommends approving the Administrative Assistants Compensation Plan to go into effect July 1, 2024. ([Attachment D](#))
 - 2. The administration recommends approving the Instructional Assistants Compensation Plan to go into effect July 1, 2024, along with the increase to the starting wage of \$17.50. ([Attachment E](#))
- E. Conferences
 - 1. The administration recommends approving Ms. Jenni King, a Chaperone, and two students to attend the SkillsUSA National Conference on June 24 - 29, 2024, in Atlanta, GA, at an expense not to exceed \$7,000.

Motion by _____, seconded by _____ to approve Personnel motions A - E as presented.

9. Finance

- A. Approval of Cash Receipts and List of Bills ([Attachment F](#))

Motion by _____, seconded by _____ to approve Finance motions A as presented.

- B. Administration seeks approval for the 2024-2025 WMCTC Proposed Budget Scenario 4-Base+Safety+Assistant Principal. ([Attachment G](#))

Motion by _____, seconded by _____ to approve Finance motions A-C as presented.

- C. The administration recommends closing two inactive scholarship funds, the Bryan Etter Memorial Fund in the amount of \$14.29 and the Herb Kerchner Memorial Fund in the amount of \$8.94, into the Bruno Memorial Fund.

Motion by _____, seconded by _____ to approve Finance motions C as presented.

10. Policies

- A. First Reading - 903 - Public Comments ([Attachment H](#))

Motion by _____, seconded by _____ to approve Policy 903 for the First Reading.

11. Other Action Items

- A. The Administration recommends the approval of the 2024-2025 Textbook Inventory. ([Attachment I](#))
- B. The Administration recommends the approval of the Montgomery County Intermediate Unit Service Agreement at a monthly cost of \$7,500. ([Attachment J](#))
- C. The Administration recommends the approval of the Administrative Director, Business Manager, Maintenance Director, and Principal to attend the PACTA (Pennsylvania Association of Career & Technical Administrators) Leadership Conference for Career and Technical Education in State College, PA, on July 22-25, 2024, at an expense not to exceed \$3500.
- D. The Administration recommends accepting the contract with UPS for the Donation of vehicles for the Diesel and potentially Automotive programs. ([Attachment K](#))
- E. The Administration recommends approving the flooring contract for the Cosmetology Project. ([Attachment L](#))

Motion by _____, seconded by _____ to approve Other Actions A-C as presented.

12. Board Comment

13. Public Comment

14. Adjournment

Motion by _____, seconded by _____, to adjourn the JOC meeting.